

**BY ORDER OF THE COMMANDER
403D WING**



403D WING INSTRUCTION 21-102

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Maintenance

**DROPPED OBJECT
PREVENTION PROGRAM (DOPP)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Instruction (AFI) 21-101, *Aircraft and Equipment Maintenance Management*, AFI 91-204, *Safety Investigations and Reports*, and AFI 10-206, *Operational Reporting*. It establishes procedures and responsibilities for the Dropped Object Prevention Program (DOPP). This Instruction is applicable to all 403d Wing personnel assigned to Keesler AFB. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Information Management Tool (AF IMT) 847, *Recommendation for Change of Publications*: Route AF IMTs 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

SUMMARY OF CHANGES

Responsibilities for Dropped Object Prevention IAW AFI 21-101, *Aircraft and Equipment Maintenance Management* have been updated and clarified.

1. Definition: A dropped object is any aircraft part, component, surface, or other item lost during aircrew operations, unless intentionally jettisoned from engine start to engine shutdown. Inadvertently released munitions or munitions released in excess of the quantity selected by the aircrew, or a multiple release, are not considered dropped objects and will be reported in accordance with AFI 91-204, *Safety Investigations and Reports*.

2. Responsibilities:

2.1. The 403d WG/CV serves as DOPP Manager and will appoint the Wing DOPP Monitor under Quality Assurance (MXQ) which is the investigating office for this program. MXQ will immediately investigate reports of aircraft parts or objects that have dropped from an aircraft in an effort to identify the cause. Every effort is made to determine the precise cause to ensure positive corrective action is accomplished. Anytime a materiel or design deficiency is the cause or suspected cause, a Deficiency Report will be submitted in accordance with TO 00-35D-54, even when an exhibit is not available. Investigation results will be distributed to each appropriate work center for inclusion in personnel training and education programs.

2.2. It is the responsibility of all personnel to report objects that have fallen from an aircraft. Aircrew and/or maintenance personnel who observe or discover that an object has been dropped from an aircraft will make appropriate entries in the aircraft AFTO Form 781A immediately. Reporting process is implemented immediately starting with the Aircrew, Crew Chief, Expediter, Debrief, Maintenance Operations Center (MOC), and Quality Assurance.

3. Prevention:

3.1. Effective prevention of dropped objects starts when an aircraft door, panel, or cowlings is opened for maintenance and during munitions build-up, loading, and arming. Maintenance personnel will ensure the serviceability of fasteners and the proper fit of doors, panels, connectors, etc. Place special attention on the correct length of fasteners and condition of nut plates and other securing devices. Supervisors and Red X Production Inspectors place special emphasis on these areas during the inspection of completed maintenance actions.

3.2. Dropped Object prevention inspections will be accomplished before the first flight of the day or prior to flight after completion of repairs, routine maintenance or servicing.

3.3. **DELETED.**

3.4. Qualified personnel will visually inspect the upper and lower fuselage, wings, vertical stabilizer, wheel well areas, and engines for loose or unsecured panels, covers, antennas and anything else that could become a dropped object in flight.

3.5. The inspector will sign off the "Inspected By" block of the AFTO Form 781A upon completion.

4. Training:

4.1. Commanders will ensure all maintenance personnel involved in on-equipment maintenance receive adequate Dropped Object Prevention training.

4.2. Supervisors will ensure maintenance personnel are trained properly within their areas of responsibility and knowledge of command and unit requirements to prevent in-flight occurrence. They will also ensure individuals are trained on proper documentation and reporting procedures.

4.3. All maintenance personnel who perform on-equipment aircraft maintenance will receive initial formal training on Dropped Object Prevention as outlined in the DOPP training plan provided to each flight. Refresher training will be conducted annually by viewing the Dropped Object Prevention VHS presentation and reviewing the Dropped Object Prevention

Program Booklet, the AFRC DOPP website, and any work center applicable 403d Dropped Object Reports. DOPP Training is documented in GO81 under course code ACFT 000650.

5. Reporting:

5.1. Initial dropped object report will be made to the MAJCOM and 22d AF via telephone, e-mail, or message. If it involves casualties, property damage, or if adverse publicity is likely, report IAW AFI 10-206, *Operational Reporting*. The Wing DOPP monitor notifies the Base/Wing Safety Office of all dropped objects.

5.2. Follow-up formal report will be made to the MAJCOM and 22d AF within 3 duty days after the occurrence.

5.3. The formal report format dictated by AFI 21-101, paragraph. 14.11.1.5.2. Will be utilized.

5.4. Quality Assurance will maintain reports on file for a minimum of 24 months.

5.5. Transient Aircraft: The local Wing DOPP monitor will be responsible to investigate dropped objects from a transient aircraft. The Wing DOPP monitor will provide the home station DOPP monitor with sufficient data to generate a report for trending and tracking purposes.

5.6. Tracking: Quality Assurance will enter all dropped object reports in the Quality Assurance Tracking and Trend Analysis System. Dropped Object data will be included in QA summaries and reviewed for trends, future prevention, and opportunities for product improvement.

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